

Message Text

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ORIGIN SS-15

INFO OCT-01 ISO-00 SSO-00 /016 R

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DRAFTED BY ARA:GECHAFIN:MBB

APPROVED BY ARA:GECHAFIN

S/S - MR. ORTIZ

----- 052223

O 042209Z FEB 76

FM SECSTATE WASHDC

TO AMEMBASSY BOGOTA IMMEDIATE

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EXDIS

FOL RPT STATE 25146 ACTION BRASILIA CARACAS LIMA SAN JOSE
RIO DE JANEIRO 2 FEB.

QUOTE

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EXDIS

E.O. 11652: N/A

TAGS: OVIP (KISSINGER, HENRY A)

SUBJECT: SECVISIT - FUNDING

EXDIS CAPTION CAN BE REMOVED WHEN VISIT ANNOUNCED PUBLICLY.

THE FOLLOWING INSTRUCTIONS CONCERN THE AUTHORIZATION,
FUNDING AND VOUCHERING FOR EXPENDITURES MADE IN ANTICIPATION OF AND IN CONNECTION WITH THE SECRETARY'S VISIT.

THE BUDGET AND FISCAL OFFICER OR OTHER ACCOUNTABLE
AMERICAN EMPLOYEE AT POST IS ASKED TO EXERCISE CLOSE

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PERSONAL SUPERVISION AND CONTROL TO INSURE THAT CHARGES

ARE PROPERLY OBLIGATED AND DOCUMENTED AND REPORTED
CORRECTLY.

1. APPROPRIATION 1960522; ALLOTMENT 6K-10017: CHARGE
THE FOLLOWING, AND ONLY THE FOLLOWING, TO THIS ALLOTMENT:

A. ALL COSTS FOR MEALS AND INCIDENTALS FOR THE SECRETARY
AND FOR ANY OTHER PARTY MEMBER SPECIFICALLY AUTHORIZED BY
SUBSEQUENT MESSAGE(S). (LODGING TO BE CHARGED TO ALLOT-
MENT 1001. SEE PARA. 2.)

B. REPRESENTATION FUNCTIONS HOSTED BY THE SECRETARY.

C. THE COST OF MEALS FOR LOCALS AND MARINE SECURITY
GUARDS, BUT FOR NO OTHER AMERICAN EMPLOYEES, WHO WORK
SHIFTS IN EXCESS OF EIGHT HOURS. NOTE: IF MEALS PUR-
CHASED IN HOTEL GET SEPARATE BILL, THEY MUST NOT REPEAT
NOT BE INCLUDED ON SAME BILL FOR ROOM RENTALS.

D. VOUCHERING INSTRUCTIONS: VOUCHERS FOR EXPENSES
CHARGED TO THIS ALLOTMENT SHOULD BE CLASSIFIED, "LIMITED
OFFICIAL USE - PURSUANT TO 31 USC, SECTION 107-RS291". IN
ADDITION TO THE REQUIREMENTS FOR REPORTING EXPENDITURES
UNDER FS-477 PROCEDURES, ONE COPY EACH OF THE VOUCHER AND
SUPPORTING DOCUMENTS AND RECEIPTED BILLS SHOULD BE
FORWARDED TO THE EXECUTIVE DIRECTOR S/S-EX.

2. APPROPRIATION 1960113; ALLOTMENT 1001; OBLIGATION
602227; OBJECT 2589: THE FOLLOWING EXPENSES INCURRED FOR
DEPARTMENT OF STATE PERSONNEL ACCOMPANYING THE SECRETARY,
MEMBERS OF THE SECRETARIAT AND STATE SECURITY ADVANCE
TEAMS INCLUDING SY TECHNICAL TEAMS SHOULD BE CHARGED TO
THIS ALLOTMENT:

A. BASIC COST OF HOTEL ROOMS, INCLUDING TAXES BUT
EXCLUSIVE OF ALL CHARGES FOR RESTAURANT, LAUNDRY AND
SIMILAR PERSONAL SERVICE CHARGES WHICH WILL BE FOR THE
PERSONAL ACCOUNT OF THE OCCUPANT WHO WILL BE RESPONSIBLE
FOR SETTLING WITH THE HOTEL BEFORE DEPARTURE.

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B. COST OF ALL HOTEL ROOMS USED FOR OFFICES, CONTROL
ROOMS, PRESS ROOM, ETC. INSTRUCT HOTEL MANAGEMENT NOT
REPEAT NOT TO ACCEPT ANY FOOD OR BEVERAGE CHARGES TO
THESE ROOMS.

C. COST OF HOTEL ROOMS USED BY SY AGENTS FOR OFFICIAL
PURPOSES AND FOR CAR RENTALS WHEN AUTHORIZED BY THE
SENIOR MEMBER OF THE SY ADVANCE TEAM.

D. VOUCHERING INSTRUCTIONS: COPIES OF ALL OBLIGATING DOCUMENTS TOGETHER WITH COPIES OF ALL PAID BILLS SHOULD BE FORWARDED TO THE EXECUTIVE DIRECTOR, S/S-EX.

3. APPROPRIATION 1960113, ALLOTMENT 2034: THE FOLLOWING EXPENSES INCURRED FOR US SECRET SERVICE (USSS), NATIONAL SECURITY COUNCIL (NSC) AND WHITE HOUSE COMMUNICATIONS AGENCY (WHCA) PERSONNEL BOTH ACCOMPANYING SECRETARY OR MEMBERS OF ADVANCE TEAMS, SHOULD BE CHARGED TO THIS ALLOTMENT:

A. BASIC COST OF HOTEL ROOMS INCLUDING TAXES BUT EXCLUSIVE OF RESTAURANT, LAUNDRY ETC., CHARGES WHICH ARE FOR THE PERSONAL ACCOUNT OF THE OCCUPANT.

B. COST OF HOTEL ROOMS USED BY THE USSS AND WHCA FOR OFFICIAL PURPOSES AND FOR CAR RENTALS WHEN AUTHORIZED BY THE SENIOR USSS/WHCA REPRESENTATIVES.

C. FOR ALL CHARGES AGAINST THIS ALLOTMENT SEPARATE, REPEAT SEPARATE, FS-477'S FOR NSC, USSS AND WHCA WITH SUPPORTING DOCUMENTS AND RECEIPTED BILLS SHOULD BE FORWARDED TO THE DEPARTMENT, ATTN: BF/FS, MR. BOB LAMB.

4. PRESS: MEMBERS OF THE PRESS ACCOMPANYING THE SECRETARY ARE RESPONSIBLE FOR PAYING THEIR OWN HOTEL BILLS.

5. AIRCRAFT CREW: CREW MEMBERS FROM THE SECRETARY'S AIRCRAFT AND CREW MEMBERS OF ANY OTHER AIRCRAFT USED IN SUPPORT OF THE VISIT ARE INDIVIDUALLY RESPONSIBLE FOR PAYING THEIR OWN HOTEL BILLS.

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6. EOD TEAMS: MEMBERS OF MILITARY ORDINANCE DISPOSAL TEAMS (EOD) WHO WORK AND TRAVEL WITH THE USSS ARE RESPONSIBLE FOR PAYING THEIR OWN HOTEL BILLS.

7. OTHER EXPENSES:

A. ALL COSTS FOR OUT OF COUNTRY TDY PERSONNEL USED IN SUPPORT OF THE VISIT WILL BE BORNE BY THE REGIONAL BUREAU.

B. ALL EXPENSES INCURRED FOR: (I) AMERICAN AND FSL OVERTIME; (II) VEHICLE RENTALS; (III) EQUIPMENT RENTALS; (IV) ALL TELEPHONE INSTALLATION AND SERVICE CHARGES; (V) PRINTING; (VI) SUPPLIES; AND (VII) REPRESENTATION FUNCTIONS HOSTED BY EMBASSY OFFICERS IN HONOR OF THE SECRE-

TARY AND PARTY ARE ALL CHARGEABLE TO THE POST'S ALLOTMENTS.

8. POST SHOULD COORDINATE WITH HOTEL ON BILLING PROCEDURES. INSURE ROOMS ONLY ARE ON OFFICIAL ACCOUNTS. PERSONAL CHARGES ARE RESPONSIBILITY OF OCCUPANT. SUGGEST SEPARATE BILLS.

9. THE ADMINISTRATIVE OFFICER ACCOMPANYING PARTY IS AUTHORIZED TO INCUR ADDITIONAL CHARGES AND DRAW FUNDS AGAINST ALL ACCOUNTS MENTIONED HEREIN.

10. ALL QUESTIONS REGARDING FUNDING OF THE VISIT SHOULD

BE DIRECTED TO S/S-EX AND/OR DISCUSSED WITH THE ADMINISTRATIVE OFFICER ACCOMPANYING THE PARTY.

11. REPORTING:

WHEN BULK OF HOTEL AND OTHER BILLS RECEIVED FOLLOWING VISIT NOTIFY THE DEPARTMENT IMMEDIATELY (S/S-EX) OF TOTAL AMOUNTS EXPECTED TO BE CHARGED AGAINST ALLOTMENTS SPECIFIED IN PARAGRAPHS 1 AND 2 ABOVE. WOULD APPRECIATE RECEIVING THIS INFORMATION WITHIN THREE WEEKS AFTER CONCLUSION VISIT. INGERSOL

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UNQUOTE INGERSOLL

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NNN

Message Attributes

Automatic Decaptioning: Z
Capture Date: 01 JAN 1994
Channel Indicators: n/a
Current Classification: UNCLASSIFIED
Concepts: n/a
Control Number: n/a
Copy: SINGLE
Draft Date: 04 FEB 1976
Decaption Date: 28 MAY 2004
Decaption Note: 25 YEAR REVIEW
Disposition Action: RELEASED
Disposition Approved on Date:
Disposition Authority: morefirh
Disposition Case Number: n/a
Disposition Comment: 25 YEAR REVIEW
Disposition Date: 28 MAY 2004
Disposition Event:
Disposition History: n/a
Disposition Reason:
Disposition Remarks:
Document Number: 1976STATE025146
Document Source: CORE
Document Unique ID: 00
Drafter: GECHAFIN:MBB
Enclosure: n/a
Executive Order: N/A
Errors: N/A
Film Number: D760042-1039
From: STATE
Handling Restrictions: n/a
Image Path:
ISecure: 1
Legacy Key: link1976/newtext/t19760282/aaaaculo.tel
Line Count: 202
Locator: TEXT ON-LINE, ON MICROFILM
Office: ORIGIN SS
Original Classification: LIMITED OFFICIAL USE
Original Handling Restrictions: EXDIS
Original Previous Classification: n/a
Original Previous Handling Restrictions: n/a
Page Count: 4
Previous Channel Indicators: n/a
Previous Classification: LIMITED OFFICIAL USE
Previous Handling Restrictions: EXDIS
Reference: n/a
Review Action: RELEASED, APPROVED
Review Authority: morefirh
Review Comment: n/a
Review Content Flags:
Review Date: 12 JUL 2004
Review Event:
Review Exemptions: n/a
Review History: RELEASED <12 JUL 2004 by SmithRJ>; APPROVED <13 JUL 2004 by morefirh>
Review Markings:

Margaret P. Grafeld
Declassified/Released
US Department of State
EO Systematic Review
04 MAY 2006

Review Media Identifier:
Review Referrals: n/a
Review Release Date: n/a
Review Release Event: n/a
Review Transfer Date:
Review Withdrawn Fields: n/a
Secure: OPEN
Status: NATIVE
Subject: SECVISIT - FUNDING EXDIS CAPTION CAN BE REMOVED WHEN VISIT ANNOUNCED PUBLICLY.
TAGS: OVIP, (KISSINGER, HENRY A)
To: BOGOTA
Type: TE
Markings: Margaret P. Grafeld Declassified/Released US Department of State EO Systematic Review 04 MAY 2006